

## PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE

### BOARD OF DIRECTORS

A meeting of the Board of Directors of the Brown County Fire Investigation Task Force was held on Thursday, December 14, 2017, at 9:00 a.m., at the Brown County Sheriff's Office, 2684 Development Drive, Green Bay, WI.

Present: Todd Delain, Brandon Dhuey, Glenn Deviley, Alan Matzke, Eric Dunning, David Lasee, David Poteat

Absent: Rob Goplin

Item #1. Adoption of the Agenda.

Motion was made by Delain and seconded by Deviley to adopt the agenda. **Motion carried.**

Item #2. Review Minutes of Previous Meeting.

Motion was made by Delain and seconded by Dhuey to approve the minutes from the last meeting on September 7, 2017. **Motion carried.**

Item #3. Report of General Membership Coordinator.

Dhuey reported that the Task Force was called out to two fires since the last meeting—one in De Pere and one on Jody Drive in New Franken. He stated there have been 12 call-outs so far this year, which is below average. Two were fatal fires involving four deaths.

Dhuey stated that the General Membership inquired about purchasing a 3 gas monitor. It was decided by the Board that the Task Force can use a monitor from the fire department at a scene.

Motion was made by Delain and seconded by Deviley to approve the General Membership report. **Motion carried.**

Item #4. Financial Report.

Delain distributed a copy of the latest expense report. There is a balance of \$17,856.24 in the budget as of the end of November. As far as next year's budget, it was determined that a truck for the smokehouse would need to be found by summer as the purchase takes some time with needing to go to committees for approval. There was also discussion about any amenities that could be added to the smokehouse. Matzke will check into this.

Motion was made by Matzke and seconded by Lasee to approve the financial report. **Motion carried.**

Item #5. Old Business.

A. Disposition of Case Proceedings.

Lasee stated that the trial in the Hobart arson/homicide is coming up in January.

Motion made by Delain and seconded by Dhuey to approve the case proceedings report. **Motion carried.**

Item #6. New Business.

Delain reported that Dhuey has requested a leave of absence as coordinator from the Task Force, but he would still be part of the team and his leave would be reassessed later next year. Joe Patenaude, the assistant coordinator, is interested in taking over Dhuey's position during his leave. Motion was made by Delain and seconded by Dhuey to approve Patenaude as the General Membership coordinator. **Motion carried.**

Item #7. Report of Juvenile Firesetter Program Coordinator.

There was no JFS business to discuss.

Item #8. Other Matters.

Delain reported that he has put in the Sheriff's Office 2018 budget a FARO 3D laser scanner, which is a state-of-the-art software program for crime scene/accident reconstruction purposes but could also be used for fire investigations. A limited number of officers will be trained on it, including Dhuey and Patenaude. In order to run this software, a large capacity standalone computer is needed, which will be expensive. Delain requested that the Board approve funds up to \$5,000 from the Task Force budget to purchase this computer as the Task Force will benefit from the use of this system. Dunning suggested the funds be set at \$4,900. Delain stated this computer will need to be purchased by the end of the year. Motion was made by Deviley and seconded by Matzke to provide funds up to \$4,900 for the purchase of the computer for the FARO system. **Motion carried.**

Matzke stated that the fire chiefs proposed an on-call system for the Task Force, similar to what HAZMAT has. The incident commander on scene would call the on-call person for the Task Force to explain the circumstances, and then the on-call person would determine if the Task Force needs to respond. This may limit the need for Task Force call-outs. The Board discussed how to compensate the on-call person, and it was suggested they be paid for an hour's time, to be submitted by their agency to the Sheriff's Office for reimbursement. The Communications

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Center would need to have a schedule in advance of who is on call. This will be put on the agenda for the next Board meeting for further discussion.

Item #9. Set Date, Time, and Location of Next Meeting.

The next meeting was set for Wednesday, March 14, 2018, at 9:00 a.m., at the Brown County Sheriff's Office, 2684 Development Drive, Green Bay, WI.

Item #10. Adjourn.

Motion was made by Deviley and seconded by Delain to adjourn the meeting. **Motion carried.**

Respectfully submitted,

Marsha Laurent  
Recording Secretary